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3-9507

United States Senate

COMMITTEE ON APPROPRIATIONS

April 23, 1953

EVERARD H. SMITH, CLERK MAS J. SCOTT, ASST. CLERK

My dear Mr. Dulles:

The committee is interested in getting a clear picture of the space being utilized by Government agencies In this regard, the committee has communicated with the General Services Administration and that agency is preparing the information covering those agencies occupying space over which General Services Administration has authorized jurisdiction. The General Services Administration has advised the committee that the information they will supply will cover general purpose office space and that it will contain little if any special purpose space. you kindly furnish, therefore, as soon as it can be prepared, a statement giving the following information as to the space occupied there by your department exclusive of that space which will be reported by the General Services Administration:

Name of department, bureau or agency occupying space.

Address of building, and whether building is Government-owned or leased from private owner. If private owner, please give name of lessor.

Use of space, whether for general purpose, storage or special use.

Square feet of space.

Number of employees provided for.

Amount of yearly rental paid, and whether rental is paid by General Services or by the agency.

Amount of custodial or housekeeping services paid yearly, and whether paid by General Services or by the agency.

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Amount of yearly utilities paid, and whether utilities are paid by General Services or by the agency.

Term of present lease, with expiration date.

Unusual conditions of occupancy, if any.

Other expenses involved, if any.

Please include whatever may be necessary to give the committee a clear presentation.

Sincerely yours,

Styles Bridges Chairman

Honorable Allen W. Dulles Director of Central Intelligence Washington 25, D. C.